

Required Child Care Provider Health and Safety Trainings

APRIL 2018



This training calendar is inclusive of all the requirements needed to meet the IDHS CCAP Provider Health and Safety Trainings:

- Child Development, Health, and Safety Basics
- What is CCAP?
- CPR/First Aid
- IDCFS Child Abuse & Neglect/Mandated Reporter Training*

*This training is only available in an online format. Please review the calendar for more details.

4990 East State Street • Rockford, Illinois 61108
815.484.9442 • 800.872.9780 • Training Ext. 211
www.ywcanwil.org



Funding provided in whole or in part by Illinois Department of Human Services.

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Monday 04/09/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (What is CCAP?) FREE
Tuesday 04/10/2018	What is CCAP? In Person Presenter: Brenda Rinehart & Tina Haynes	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Join this informative session to become more familiar with the procedures, including the application process, provider qualifications, the payment process, and parent co-payments. The Child Care Assistance Program funded by the Illinois Department of Human Services.	Use registration form or click here for online registration CDA: 5 FREE
Tuesday 04/10/2018	Online Mandated Reporter Training Online Training Presenter: CCR&R Staff	8:00 PM to 9:00 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete the Mandated Reporter training on the IDCFS website using the computer lab here at the YWCA. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training.	Use registration form or click here for online registration No CDA/Certificate printed from DCFS site FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday 04/11/2018	Child Development, Health, and Safety Basics In Person Presenter: Heather Gordon	8:30 AM to 12:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE
Saturday 04/14/2018	Online Mandated Reporter Training Online Training Presenter: CCR&R Staff	9:00 AM to 10:00 AM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete the Mandated Reporter training on the IDCFS website using the computer lab here at the YWCA. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry following the completion of the training.	Use registration form or click here for online registration No CDA/Certificate printed from DCFS site FREE
Saturday 04/14/2018	What is CCAP? In Person Presenter: Brenda Rinehart & Kathryn Menue	10:00 AM to 12:00 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Join this informative session to become more familiar with the procedures, including the application process, provider qualifications, the payment process, and parent co-payments. The Child Care Assistance Program funded by the Illinois Department of Human Services.	Use registration form or click here for online registration CDA: 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 04/14/2018	Child Development, Health, and Safety Basics In Person Presenter: Heather Gordon	12:30 PM to 4:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE
Saturday 04/14/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED In Person Presenter: Lamarr Wooden	8:00 AM to 3:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. <i>This training meets IDCFS licensing and IDHS CCAP Health and Safety requirements.</i>	Use registration form or click here for online registration CDA: 1 \$45.00
Monday 04/16/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (<i>What is CCAP?</i>) FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Tuesday 04/17/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	6:00 PM to 9:00 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (<i>What is CCAP?</i>) FREE
Wednesday 04/18/2018	Child Development, Health, and Safety Basics Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE
Thursday 04/19/2018	Child Development, Health, and Safety Basics Online Training Presenter: CCR&R Staff	6:00 PM to 9:00 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 04/21/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED In Person Presenter: Debb Webb	8:30 AM to 3:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. <i>This training meets IDCFS licensing and IDHS CCAP Health and Safety requirements.</i>	Use registration form or click here for online registration CDA: 1 \$45.00
Monday 04/23/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (What is CCAP?) FREE
Tuesday 04/24/2018	Child Development, Health, and Safety Basics In Person Presenter: Heather Gordon	5:30 PM to 9:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday 04/25/2018	Child Development, Health, and Safety Basics Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE
Thursday 04/26/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	6:00 PM to 9:00 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (What is CCAP?) FREE
Saturday 04/28/2018	Child Development, Health, and Safety Basics In Person Presenter: Heather Gordon	8:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school-age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as handwashing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1, 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 04/28/2018	What is CCAP? In Person Presenter: Kathryn Menue & Wanda Siverio	12:30 PM to 2:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Join this informative session to become more familiar with the procedures, including the application process, provider qualifications, the payment process, and parent co-payments. The Child Care Assistance Program funded by the Illinois Department of Human Services.	Use registration form or click here for online registration CDA: 5 FREE
Saturday 04/28/2018	Mandated Reporter Training Online Training Presenter: CCR&R Staff	2:30 PM to 3:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete the Mandated Reporter training on the IDCFS website using the computer lab here at the YWCA. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training.	Use registration form or click here for online registration No CDA/Certificate printed from DCFS site FREE
Monday 04/30/2018	What is CCAP? and Mandated Reporter Training Online Training Presenter: CCR&R Staff	9:30 AM to 12:30 PM YWCA Computer Lab 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be able to complete both the What is CCAP? Online course through the Gateways iLearning website as well as the Mandated Reporter training on the IDCFS website. YWCA staff will be present to provide technical assistance and print certificates. Participants will also be provided help to self-report the Mandated Reporter training to their Gateways Registry upon completion. <i>*Registration is for completion of both courses during this time. If you only need one, please contact the Training Coordinator.</i>	Use registration form or click here for online registration CDA: 5 (<i>What is CCAP?</i>) FREE

Please make sure to bring your Gateways Registry login information (username and password) to all online trainings.

Training Policies and Procedures

The following training policies and procedures apply to all YWCA Northwestern Illinois Child Care Solutions sponsored workshops and conferences.

Registration

The training calendar indicates how to register for a workshop/series.

Preregistration is required for all trainings.

Participants are registered on a first come, first served basis.

Registration forms for YWCA Northwestern Illinois Child Care Solutions sponsored trainings can be found in the quarterly training calendar and/or online at www.ywcanwil.org. Registration forms for all YWCA Northwestern Illinois Child Care Solutions sponsored trainings are accepted via mail or office walk-in only. Faxed registrations are accepted for non-fee trainings only.

Payment must accompany the registration form for any training that has a fee. The registration request will not be processed if the fee is not included with the registration form.

Typically, class size is limited. When class maximum has been met, registration will be closed.

Upon receipt of a completed registration form and payment (if applicable), a copy will be sent to the provider confirming status of registration.

In order to prepare training materials and due to space limitations, we will not accommodate walk-ins. The training facilitator will adhere to the class roster. Any participant that is not on the class roster will not be allowed admittance into the training. If you were not registered and you attend a class, you will not receive a training certificate.

Training Participation

Late arrivals—a fifteen (15) minute Grace Period will be given at all training sessions. This grace period begins at the advertised start time.

Participants will not be allowed in the training after the 15-minute grace period.

Early departures—to receive a training certificate, participants must stay until the trainer is finished.

At the discretion of the trainer—if an attendee is considered to be disruptive in behavior, he/she may be asked to leave the training and will not receive a certificate or refund (if there was a fee).

Adult learners' only—Children are not to be in attendance at training sessions.

Cancellation

If YWCA Child Care Solutions cancels a workshop/series due to low enrollment all participants that registered will be contacted by phone no later than two days prior to the session and a refund will be processed. At the time of the phone call, he/ she will be notified if a rescheduling of the session is planned and the opportunity to register or decline will be given.

If unforeseen circumstances occur, including but not limited to inclement weather, presenter cancellation/illness, or power outage, registrants will be notified as soon as possible. Every effort will be made to contact each provider via phone call.

Participant Cancellation

A participant may cancel a class for which they are registered up to 7 business days prior to the scheduled date to receive a refund.

If it is 6 business days or less before the class is to be held, no refunds will be given nor will substitutions be made.

Certificates

A certificate of attendance will be distributed at the end of each workshop/ or conclusion of a series.

To receive a training certificate, participants must stay until the trainer is finished.

Replacement certificates must be issued at the request of an individual participant. A processing fee of \$5.00 will be charged and the certificate will be held until payment is made.

Certificates are only to be released to the individual who participated at the training.

DTP Training Transcripts

DTP transcripts may be issued at the request of an individual participant. To ensure confidentiality, transcripts are to be released to the individual.

No fee is attached to this service. This is not to be considered an official transcript.

No Show Registrants

Pre registration fees are non-refundable for no-show registrants.

Registrants are not to be charged or billed fees for non-attendance after training has occurred.

No show registrants are not to be denied access to future training as long as they follow other training policies and procedures.